



BOARD OF FINANCE AUDIT COMMITTEE MEETING MINUTES

Tuesday, April 24, 2012 — 9:00 AM
Room 209, Brookfield Town Center

DRAFT

Call to Order

The meeting was called to order at meeting to order at 9:10 am.

Present: Irv Agard, Ron Jaffe

Absent: Phil Kurtz

Also present: Town Controller Jay Wahlberg, Brookfield Public Schools Director of Finance and Business Operations Art Colley and Liz Kerekes, Accounting Coordinator

Discussion of Engagement Letter provided by Grant Thornton

- The draft engagement letter provided by Rob Thomas of Grant Thornton was reviewed in detail, resulting in a list of items the Committee would like clarification on or revisions in the final draft.
- Ron Jaffe will forward the draft — along with the committee's list of questions/observations — to Town Attorney Grogins for review/further comment.
- On receipt of the Town Attorney's comments, Ron Jaffe will follow up with Grant Thornton.
- The goal is to have a final draft available for approval at the May Regular BOF meeting.
- The Audit Committee will schedule a meeting prior to the May Regular BOF meeting to review the draft in order to be able to make a recommendation to the entire BOF.

Adjournment

The meeting was adjourned at 10:25 am.